



CHILDREN AND FAMILIES COMMISSION

----- MEETING SUMMARY -----

*Public Health Auditorium
1601 East Hazelton Avenue
Stockton, CA 95205*

Thursday, October 10, 2002 – 7:00 a.m.

<<APPROVED>>

1. Commencement of Meeting

Roll Call: Commissioners Dei Rossi, Flenoy-Kelley, Snider, Vera and Fujii were present. Commissioners de Polo, Gutierrez and Mitchell were excused. A quorum was declared. Commissioner Adubofour arrived at 7:17 a.m.

2. Program Coordinator's Report

Highlights Included:

Sacramento Region Commissioner's Meeting, notice to be sent, Karen Blinstrub, Executive Director Santa Clara County Commission, will be the speaker on Universal Health Care and this is a networking opportunity with other Counties Commissioner's.

Meeting with Assistant County Administrator, Lee Williams, went well and issues discussed included clarification of concerns on the language used in reference to the contractor scopes of work and the OCERS system, the RFP process, staff advice on MOU's for prospective projects and contract procedures.

Client Consent form issues continue to be addressed with contractors.

School Readiness contracts to go before the Board of Supervisors soon.

It was recommended by Commissioner Flenoy-Kelly that ongoing workshops be held in various locations in the community.

3. Public Hearing – Approval of 2001-2002 Annual Report

Chair Fujii opened the Public Hearing of the 2001-2002 Annual Report of the Children and Families Commission.

Public Comments: None

Commissioner Comments: None

Public hearing closed.

Motion to Approve 2001-2002 Annual Report (Vera/Flenoy-Kelley; motion carried 6-0)

4. Motion on Consent Calendar

- a. Approve Meeting Summary of August 8, 2002
- b. Approve New Child Care Mini-Grant and New Bob Driscoll Mini-Grant
- c. Direct Program Coordinator to Explore Universal Health care

Motion to Approve the Consent Calendar Items a through c (Flenoy-Kelley/Snider; motion carried 6-0)

5. Committee Reports

- a. School Readiness - Commissioner Dei Rossi reported that 6 of the 7 proposals have gone through the State Commission process and we are looking forward to start receiving funds. Discussion on how to involve other schools as well included a backpack project, getting backpacks to children before they start kindergarten via a meeting with parents.
- b. Evaluation - Lani Schiff-Ross reported that they are working on a more coordinated effort for the upcoming year and an integrated evaluation and commission data collection process. A new focus will be on case studies. Approximately 7-10 Mini-Grants will be included in this evaluation. Explanation was made on how OCERS will benefit agencies during this process and technical support is ongoing as requested.
- c. Staffing - Commissioner Dei Rossi reported that the committee was advised as to the county civil service hiring process and they concluded that the committee would like to review applications and participate in the interview process. Clarification was made that the staffing committee would determine how involved they would like to be depending on the position being filled. A request was made to agendaize for discussion, Commission representation during the interview and hiring process of Commission staff.
- d. Planning - Recommendation on Lao Family Community of Stockton and Family Resource and Referral Center Appeals and VIVO Reconsideration - Commissioner Vera reported on the appeals of Lao Family, Family Resource and Referral Center and the reconsideration request by VIVO. Reference was made to the minutes of the two meetings that were held in relation to the appeals and the Commission was reminded that the appeal process was intended to challenge any elements of the RFP process. The appellant speakers focused on the merits of their proposed programs and the committee determined that there was no cause for appeal based on the RFP process, therefore the appeals were denied.

Suggestions will be brought before the Commission for use in future RFPS including a process for scoring appeals and protests of the RFP process,

separate review panel that is trained in the scoring rubric and the review process for the purpose of hearing appeals. Discussion included the possibility of hired consultants to provide technical assistance during the RFP process. A mandatory applicants conference will be offered after which verbal technical assistance will be terminated, questions from the conference must be submitted in writing and will have a cut off date. All questions will be distributed to all agencies participating in the RFP process. Capacity building issues will be dealt with between funding rounds and there will be a time limit imposed on challenges presented during Commission meetings.

Collaboration has begun with the Human Services Agency in providing informational newsletters along with ongoing workshops, that assist with strategic planning issues, funding issues such as budgets and evaluation, program design, etc. that is not tied to specific funding from a specific source.

Discussion included a recommendation that reviewer comments be provided to denied requests earlier in the process and clarification of how capacity building/technical support could improve a proposal's scores upon re-submission during another round of funding.

6. Public Comments

Margarita Ramos - City of Stockton - commented that even though there is passion, it is a competitive process designed to accommodate as many applicants as possible based on funds available. Opportunity grants may be something the Commission might look into as an alternative to the competitive process. Clarification of Community Partnerships for Families involvement in capacity building was requested. The Program Coordinator advised that the Commission would want to collaborate with instead of duplicate and coordinate services already being provided in our community.

Pheng Lo - Director of Lao Family Community of Stockton - expressed his feelings of disappointment at the Planning Committee response to their appeal.

Linda Hobson - VIVO - stated their request is not to overrule the scores of the review panel but to consider a one-year trial funding of their project.

Tham Le - VIVO - suggested that language barriers could be a problem in the understanding of their proposal.

Frank Lucas - Evergreen Group - thanked the Commission, Commission staff and the staff of Tobacco Free Families, who they are partnered with, for "actually helping a lot of people become non-smokers". Statistics were shared with the Commission over a 6-month follow-up.

Motion to Approve the Planning Committee reports (Adubofour/Dei Rossi; motion carried 6-0)

7. Commissioner Comments

Commissioner Dei Ross announced some October dates for speaking engagements that may interest the public. Sharon Newman, Assistant Secretary of Education for the Federal Government on the "No Child Left Behind" Legislation and Erin Gruenwall, a nationally recognized speaker for education.

Commissioner Flenoy-Kelley requested a monthly calendar of commission meetings and trainings be made available to the public.

8. Adjournment to **7:00 a.m., November 14, 2002 at Public Health Auditorium, 1601 E. Hazelton Ave., Stockton CA**

Motion to Adjourn to 7:00 a.m., November 14, 2002 at Public Health Auditorium, 1601 E. Hazelton Ave., Stockton CA (Adubofour/Dei Rossi; motion carried 6-0)